

DD/S&T-2245-63

5 December 1963

MEMORANDUM FOR: Executive Officer, DD/S&T

SUBJECT : Comments on Approval Points and Procedures for DD/S&T Activities of Various Functional and Monetary Magnitudes.

1. The Agency and DD/S&T approval systems seem to be generally acceptable. There are a few minor points I would like to discuss.

Draft No. 1 - No comment.

Draft No. 2 - This draft attempts to provide an approval system for certain "specialized" activities in science and technology. The approval system seems identical with that of Draft No. 1 with the exception of the Delegations of Authority to Assistant Directors. I believe it would be in the best interest of the Agency and the DD/S&T to combine Drafts 1 and 2. I do not wish to differentiate between OSI's external contracts and those of the remainder of DD/S&T.

Draft No. 3 - Para. IV. 4. b. and 4. c. gives \$25,000 approving authority to the Office approving officer. We should discuss the desirability of leaving this at \$50,000 as provided for in the Agency regulation.

Para. IV. 4. d. requires DD/S&T approval for funds greater than \$5,000 for those not specifically approved in the Office program. The number seems a little low and really depends on what detail is included in an Office program.

DD/S&T-2245-63

Page 2

Para. IV. 4. e. - This paragraph requires DD/S&T approval for any expenditure in the approved Office program. Again, this seems unnecessarily restrictive and should be discussed.

Para. IV. 4. f. - Should be amended to show that this applies only to direct actions between the Agency and one of our contractors.

25X1 The success of these documents, in general, rests on the approved Office program and therefore on the detail in this program. I suspect we are not consistent among our Offices and therein could lie certain difficulties. I think it would be desirable to call a meeting of our Office chiefs to see if we all view this alike (in spite of their apparent oral agreement). I have taken the liberty of asking [] to arrange such a dissertation and further to put it on the agenda for the first Research Board meeting.

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(Science & Technology)

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